

**Circuit Court for Howard County**  
**Motion for Postponement**

**CASE NUMBER:** \_\_\_\_\_

<b>Plaintiff:</b>	<b>Defendant:</b>
_____ Name	_____ Name
<b>vs.</b>	
_____ Street Address	_____ Street Address
(      )	(      )
_____ City	_____ City
State   Zip   Area Code   Phone	State   Zip   Area Code   Phone

1. I, \_\_\_\_\_, the \_\_\_\_\_ (select one using the drop-down field), represent myself, and do hereby request that the court grant a postponement of the following event:

\_\_\_\_\_  
Type of Event / Date and Time of Event

2. I am requesting a postponement for the following reason:

\_\_\_\_\_

I have attached documentation, if applicable, confirming that I am unavailable during the scheduled hearing. I understand that the Circuit Court for Howard County's Postponement Policy requires all Motions for Postponement to be filed at least 10 days prior to any scheduled event; I am submitting this request \_\_\_\_\_ days prior to the above-referenced event. I have contacted the Plaintiff/Defendant and he/she \_\_\_\_\_ (select one using the drop-down field) to the Postponement. I have contacted the Calendar Management Office (CMO) and the following date and time has been agreed to by all parties: \_\_\_\_\_.

**I certify that the following statements are either true or false:**      **TRUE**      **FALSE (N/A)**

1. This is my first request for a postponement in this matter.
2. The originally scheduled date was not cleared with all parties prior to it being scheduled.
3. The remaining dates in the Scheduling Order do not need to be modified.

For these reasons, I do hereby request that the Court postpone the scheduled event and order any other appropriate relief. I solemnly affirm under the penalties of perjury that the contents of the foregoing paper are true and correct to the best of my knowledge, information, and belief.

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**

**CERTIFICATE OF SERVICE**

I hereby certify that on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, a copy of the foregoing Motion for Postponement was mailed, first class postage prepaid, to the parties listed below.

_____ Name	_____ Address	_____ City, State, Zip
_____ Name	_____ Address	_____ City, State, Zip

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**

**Circuit Court for Howard County**  
**Order on Motion for Postponement**

**CASE NUMBER:** \_\_\_\_\_

**CASE TITLE:** \_\_\_\_\_  
Plaintiff Name v. Defendant Name

**ORDER**

Upon consideration of the **Plaintiff's / Defendant's** (circle one) Motion for Postponement, it is this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, by the Circuit Court for Howard County, Maryland,

**ORDERED**, that the Motion is **Granted / Denied** (circle one).

**ORDERED**, that the \_\_\_\_\_ proceeding will be re-scheduled for the following date and time: \_\_\_\_\_.

**ORDERED**, that the Scheduling Order **shall / shall not** (circle one) be modified.

\_\_\_\_\_  
Judge, Circuit Court for Howard County